

**UNITED STATES DEPARTMENT OF COMMERCE
NATIONAL OCEANIC AND ATMOSPHERIC ADMIN.
NATIONAL MARINE FISHERIES SERVICE**

**2016
SET FORMS**

**FISHING VESSEL LOGBOOK RECORD
ATLANTIC HIGHLY MIGRATORY SPECIES
FISHERIES**

YOU ARE ADVISED THAT DISCLOSURE OF THE INFORMATION REQUESTED IN THIS REPORT IS MANDATORY FOR THE PURPOSE OF MANAGING THE FISHERIES IN ACCORDANCE WITH THE ATLANTIC TUNAS CONVENTION ACT (16 U.S. 971 ET. SEQ.) AND THE FISHERY CONSERVATION AND MANAGEMENT ACT OF 1976 (16 U.S.C. 1801 ET. SEQ.). FAILURE TO REPORT MAY RESULT IN CIVIL OR CRIMINAL SANCTIONS.

NAME OF VESSEL : _____

PERMIT NUMBER : _____

SET FORM INSTRUCTIONS

This form is to be used to report fishing activity for Atlantic highly migratory species (HMS) permit holders. Under current regulations, all fishermen are responsible for submitting a logbook for every fishing trip. Set forms must be filled out within 48 hours of that day's activities or before offloading, whichever is sooner.

Please print all requested information clearly. A form with incomplete or unclear information may delay processing and will not be credited towards your compliance. This lack of compliance may result in your permit renewal being denied. **Monthly reporting for individuals holding Swordfish and Shark permits will be considered complete and in compliance with the regulations only if:** 1.) A Trip Summary is completed for each trip made, 2.) individual Set forms are completed for each set made during a trip (longline) or 24 hour period of fishing activity (non-longline), 3.) Tally Records (individual dressed weights) for all fish sold are submitted for each trip made; or 4.) A "No Fishing" reporting form is submitted when no fishing occurred during a calendar month.

If a permitted vessel did NOT fish during a calendar month, a No Fishing Reporting Form must be submitted. No Fishing Reporting Forms are located in the back of the Trip Summary Logbook, behind the trip report forms. Please note the following for No Fish Reports:

- A separate form must be completed for each month that no fishing occurred;
- Please do not submit one form for multiple months.
- Do not submit more than one form for each month.
- Put a check by each permit to indicate the fishery in which no fishing occurred.
- Multiple fisheries can be reported on one form.
- Do not check fisheries for which you do NOT have a permit.

Please mail **original** set forms, along with the **original** Trip Summary Form and **original** weigh out slips (tally records), or a No Fishing Reporting Form in the pre-addressed envelopes provided. The address is as follows:

**National Marine Fisheries Service
Logbook Program
P.O. Box 491740
Key Biscayne, Florida 33149-9915**

Set forms must be completed within 48 hours of that day's activities or before offloading, whichever is sooner. Reports should be postmarked no later than the 7th day after offloading all Atlantic Highly Migratory Species, or (7) days after the end of a month for which you are reporting no fishing activity. **Faxed reports are no longer accepted.** When additional forms or envelopes are needed, please include a note with your logbook submission or call the Logbook Program at the number listed below. Include your name, address and your vessel identification number. Alternatively, you can download forms from our website at <http://www.sefsc.noaa.gov/fls.jsp> . If you have any questions regarding logbook reporting, please contact the Logbook Program at (305) 361-4581, or Matt Maiello at 305-361-4574. If you have questions regarding HMS fisheries (regulations, permit requirements, reporting, etc.), please call 301-713-2347 or visit <http://www.nmfs.noaa.gov/sfa/hms/> .

Please use a separate set form for each set made (longline) or day of fishing activity (non-longline). If using multiple gears per trip, a separate set form will be required for each gear type used during that day of fishing activity. Please complete the required information listed below on each set form submitted:

- **Official Vessel Number** - Enter the official US Coast Guard documentation number or state registration number for the vessel as it appears on the permit.
- **Signature** – The **captain** must sign each set form to verify accuracy of information.
- **Target** - Designate the primary Target species. (Note: multiple species may be checked.).
- **Gear** - Record the gear used for the set. **Please note that when fishing with multiple gears**, a separate form must be used for each gear type. If gear is being used that is not fished in sets, one set form is required for each day (or 24 hour period) of fishing activity. If the gear type you are using is not on the form, please mark 'Other' and handwrite (list) the gear type in the space provided.
- **Begin Set Date** – Enter the month and date that the set (longline) or fishing activity (non-longline) began.
- **Begin Haulback Date** – Enter the month and date that the longline haulback began.

Enter Times when using **longline gear** in the fields listed below (Note: Do not use military time):

- **Begin Set** – Enter the time the set began. Designate **AM** or **PM**.
- **End Set** – Enter the time when the set had been placed. Designate **AM** or **PM**. NOT mandatory for non-longline gears.

- **Begin Haulback** - Enter the time that haulback began. Designate **AM** or **PM**. NOT mandatory for non-longline gears.
- **End Haulback** - Enter the time when haulback of the gear had been completed.

When using **non-longline** gear, please indicate the time fishing began in the 'Begin Set Time' field. Indicate the time fishing ended in the 'End Haulback Time' field.

- **Latitude and Longitude** – Record the location at the start of each set to the nearest degree and minute, and the **Surface Water Temperature**, in degrees Fahrenheit.
- Enter the following data for each set if using pelagic or bottom **Longline** gear:
 - **Number of hooks** per set
 - **Number of hooks between floats**
 - **Number of light sticks**
 - **Length of Mainline** (in nautical miles)
 - **Average Length of Gangions** (in fathoms)
 - **Average Length of Floatline** (in fathoms)
 - Indicate whether **“J” Hooks or Circle Hooks, or both** were used
 - Indicate what **size hooks** were used: 16/0, 18/0, or other size(s) (use space provided)
 - Indicate whether **offset hooks** were used: Yes or No
 - Indicate the **Bait Type** used: Dead, Live, or Artificial
 - Indicate if the **Bait Used** was Squid, Mackerel, or 'Other'
- Enter the following data for each set if using **Hook and Line**. This would include all hook and line gear (i.e. handline, rod and reel, buoy gear, greenstick, etc.) except Pelagic Longline and Bottom Longline:
 - **Total Lines Fished** is the total number of lines fished (not including drifts, redeployment or branch lines).
 - **Total Hooks Fished** is the total number of hooks fished (not including drifts or redeployment).
 - Indicate whether **“J” Hooks or Circle Hooks (or both)** were used.
 - Indicate what **size hooks** were used on the space provided (ie. 7/0, 9/0, 11/0, etc.). You may list more than one size when applicable.
 - **Number of Buoy Gears deployed** (if applicable) refers to the number of buoy gear configurations, or units, deployed (not including drifts or redeployment).
 - Indicate the **Bait Type** used: Dead, Live, or Artificial
 - Indicate if the **Bait Used** was Squid, Mackerel, or 'Other'
- Record numbers of **SWORDFISH and TUNA, SHARKS, AND ‘OTHER SPECIES’ KEPT AND THROWN BACK**. Write down the numbers of fish that were kept (**No. Kept**) for each species. For the fish that were thrown back, please specify the number that were released **Alive** and the number that were released **Dead**. For **Est. Lbs Kept**, write down the estimated dressed weight of fish kept for each species. For catches of species not listed on the form, print the species name in the blank spaces provided and record the requested catch information.
- Record numbers of **PROTECTED SPECIES** involved with the fishing gear:
 - **Total Number Involved**. Write down the total number of each protected species that were hooked and/or entangled with the fishing gear for the period of the report.
 - **Number Injured**. Write down the number of individuals of each protected species that was hooked or otherwise injured by the fishing gear.
 - **Number Dead**. Write down the number of individuals of each protected species that was dead or unresponsive as a result of being caught or impacted by the fishing gear.
 - **If another species is encountered** that is not listed, write the species name in the space provided.

*Mail all set forms with the corresponding
Trip Summary form and tally sheet(s) within 7 days after the last offloading date to
NATIONAL MARINE FISHERIES SERVICE,
P.O. BOX 491740,
MIAMI, FL, 33149.*

Retain the yellow copy of set forms for your records.

PAPERWORK REDUCTION ACT STATEMENT: Atlantic highly migratory species vessel logbooks provide information on fishing effort, target catch and bycatch in the fisheries for tunas, sharks and swordfish. This information is the basis for quota monitoring and stock assessment and is used to meet international obligations to report fishery statistics to the International Commission for the Conservation of Atlantic Tunas. Public reporting burden for this information collection, including time for reviewing instructions, searching existing data sources, gathering and maintaining data needed, and completed & reviewing the collection of information, is estimated to average: 12 minutes per response for the set form (daily report); 30 minutes per response for the trip expense and earnings summary; 2 minutes per response for the no-fishing report; and 30 minutes per response for the annual expenditures form. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: Highly Migratory Species Management Division, National Marine Fisheries Service, F/SF1, 1315 East West Highway, Silver Spring, MD 20910. Providing the requested information in the vessel logbook is mandatory, if selected, and is necessary for managing the Atlantic highly migratory species fisheries in accordance with the Atlantic Tunas Convention Act (16 U.S.C. 971 et seq.) and the Magnuson-Stevens Fishery Conservation and Management Act (16 U.S.C. 1801 et seq.). In accordance with NOAA Administrative Order 216-100, it is agency policy not to release confidential fisheries statistics, other than in aggregate form. Notwithstanding any other provision of the law, no person is required to respond to, nor shall any person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act, unless that collection of information displays a currently valid OMB Control Number.